

Use of Seattle School District Buildings or Property
By
Vendors or Organizations on Seattle School District Property or at Sponsored Events

Date of Application: _____

Requested Event: _____

Date of Event: _____

* * *

Name of Vendor/Organization/Company: _____

Street: _____

City: _____ State: _____ Zip code: _____

Contact Person: _____ Title: _____

Phone: _____ Email Address: _____

Permission to participate in a Seattle School District (“District”) event or be on District property is discretionary and is granted upon a commitment by the vendor/organization/company (hereinafter referred to as “Vendor”) and its employees to comply with the rules and regulations agreed to on this form. It is understood and agreed to by the Vendor that permission to participate in a District event may be revoked or cancelled at any time, with or without cause, and that in the event of such revocation or cancellation that there shall be no claim or right to damages or reimbursement on account of any loss, damages, or expenses whatsoever.

I agree to the terms and conditions on the application, including the General Rules and Regulations for Use of School Buildings and Property listed on this form:

Signature of Applicant: _____ Date: _____

General Rules and Regulations for Use of School Building and Property

1. All Vendors on District property are required to follow federal, state, and local laws and abide by all District policies, procedures, and school rules. District policies and procedures can be found at: <http://www.seattleschools.org/area/policies/index.dxml>
2. All Vendors on or using District property are required, for reasonable cause, to identify themselves to and comply with instructions of District staff acting in the performance of their duties.
3. All Vendors shall protect, indemnify, defend, and hold the District, its officers, and employees harmless from any and all liabilities, claims, lawsuits, or rights of action directly or indirectly growing out of the use of the District premises that were caused by the acts of the Vendor. In the

event the District incurs attorney fees and/or costs in the defense of claims or lawsuits under this section, such fees and costs shall be recoverable from the Vendor.

4. If minors under the Vendor's control are on District property, the Vendor shall have an adult on District property at all times who shall remain with the group during all activities and be responsible for the group's conformance with all applicable rules and regulations.
5. Tables, chairs, desks, and other furniture and equipment shall not be moved from one location to another unless specifically allowed under the direct supervision of a District employee.
6. Boisterous and loud conduct, profane, or other improper language will not be tolerated.
7. Alcohol, drugs, and weapons (guns, knives, and other dangerous weapons) are not allowed on District property.
8. Smoking is prohibited on District property.
9. Fire and safety regulations of the District, City of Seattle, and State of Washington must be observed at all times.
10. No signs, posters, paint, chalk, ink, decorations, or other substances may be placed, affixed, or applied to the walls, windows, floors, ceilings, or other surfaces on campus buildings or structures.
11. Vendors are required to remove at their expense decorations, materials, equipment, furnishings, or rubbish after their use of the school facilities.
12. All Vendors are required to leave the District facility in the same order and condition that they found them in.
13. Administrative offices and individual schools may provide other supplemental special rules, which are applicable to specific situations.
14. All Vendors at District-sponsored events are prohibited from using District space or facilities to promote or oppose a candidate for political office or a ballot measure.
15. The District is not responsible for loss or damage to property when the Vendor uses a District facility.
16. The District reserves the right to cancel any event for any reason. In the event of such cancellation, there shall be no claim or right to damages or compensation on account of any loss, damage, or expense whatsoever endured by the application as a result of such cancellation.